

Figure 4-3-3. Standard Safety Attribute Inspection Data Collection Tool Questions.

#	Question	Significance of “No” response
SAI Section 1 – Responsibility		
1.	Is there a clearly identifiable person who is answerable for the quality of the <element name> process?	Timely action probably required by PI – serious system flaw.
2.	Does the person understand the procedures associated with the <element name> process?	Action probably not required at observing inspector level.
3.	Does the person understand the controls associated with the <element name> process?	Action probably not required at observing inspector level.
4.	Does the person understand the interfaces associated with the <element name> process?	Action probably not required at observing inspector level.
5.	Does the person understand the process measurements associated with the <element name> process?	Action probably not required at observing inspector level.
6.	Is the responsibility of this position clearly documented in the air carrier’s Manual(s)?	Timely action may be required by the PI if this position is required by regulation.
7.	Are the qualification standards for this position clearly documented?	Timely action may be required by the PI if this position is required by regulation.
7a.	Are the qualification standards for this position appropriate for the duties that are assigned?	Timely action may be required by the PI if this position is required by regulation.
8.	Does the person meet the qualification standards?	Timely action may be required by the PI if this position is required by regulation.
9.	Does the person know that they have responsibility for the <element name> process?	Action probably not required at observing inspector level.
10.	Does the person know who has authority to establish and modify the <element name> process?	Action probably not required at observing inspector level.
SAI Section 2 – Authority		
1.	Is there a clearly identifiable person who has authority to establish and modify the air carrier’s policies for the <element name> process?	Action probably required by PI – serious system flaw.
2.	Does the person understand the procedures associated with the <element name> process?	Action probably not required at observing inspector level.
3.	Does the person understand the controls associated with the <element name> process?	Action probably not required at observing inspector level.
4.	Does the person understand the interfaces associated with the <element name> process?	Action probably not required at observing inspector level.
5.	Does the person understand the process measurements associated with the <element name> process?	Action probably not required at observing inspector level.
6.	Is the authority of this position clearly documented in the air carrier’s Manual(s)?	Timely action may be required by the PI if this position is required by regulation.
7.	Are the qualification standards for this position clearly documented?	Timely action may be required by the PI if this position is required by regulation.
7a.	Are the qualification standards for this position appropriate for the duties that are assigned?	Timely action may be required by the PI if this position is required by regulation.

#	Question	Significance of “No” response
8.	Does the person meet the qualification standards?	Timely action may be required by the PI if this position is required by regulation.
9.	Does the person know they have authority for the <element name> process?	Action probably not required at observing inspector level.
10.	Does the person know who has the responsibility for the <element name> process?	Action probably not required at observing inspector level.
11.	Are the procedures for delegation of authority clearly documented for the <element name> process?	Timely action may be required by the PI if this position is required by regulation.
SAI Section 3 – Procedures		
1.	Do written procedures exist to achieve the desired result of the <element name> process? (Note: This is followed by a list of specific procedures – with references to the SRR if they are required by regulation)	Action probably required by PI – serious system flaw. Action required by observing inspector if written procedure is required by regulation– investigation to determine if air carrier conducted this process without the required written procedures.
2.	Do the procedures identify: who, what, where, when, and how?	Action probably not required at observing inspector level.
3.	Are the procedures in compliance with the CFR(s)?	Action probably required by observing inspector – investigation to determine if air carrier conducted this process using procedures that were not compliant with CFRs.
4.	Do the procedures conform to other written guidance (e.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer’s Recommendations)?	Action probably required by observing inspector – investigation to determine if air carrier conducted this process using procedures that were not compliant with other written guidance.
5.	Does the air carrier have the resources to support the written procedures for the <element name> process?	Action probably not required at observing inspector level.
6.	If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained (e.g., a manual system used as a result of equipment failure)?	Action probably not required at observing inspector level.
7.	Are the procedures published in different manuals relating to the <element name> process consistent?	Action probably not required at observing inspector level.
8.	Does the air carrier have a documented method for assessing the impacts of procedural changes to the <element name> process?	Action probably not required at observing inspector level.
SAI Section 4 – Controls		
1.	Are the following checks and restraints built into the Safety <element name> process? (Note: This is followed by a list of specific controls – with references to the SRR if they are required by regulation)	Action required by observing inspector if the control is required by regulation– investigation to determine if air carrier conducted this process without the required control in place.
2.	Do the checks and restraints ensure the desired result is achieved for the <element name> process?	Action probably not required at observing inspector level.

#	Question	Significance of “No” response
3.	Does the air carrier have a documented method for assessing the impacts of any changes made to the checks and restraints in the <element name> process?	Action probably not required at observing inspector level.
4.	Does the air carrier have the resources to support the checks and restraints for the <element name> process?	Action probably not required at observing inspector level.
SAI Section 5 – Process Measurement		
1.	<question deleted on revised SAIs>	
2.	Does the air carrier’s <element name> process include the following process measurements? (Note: This is followed by a list of specific process measures – with references to the SRR if they are required by regulation.)	Action required by observing inspector if the process measure is required by regulation– investigation to determine if air carrier conducted this process without the required control in place.
3.	Does the air carrier document their process measurement methods and results?	Action probably not required at observing inspector level.
4.	Are the air carrier’s process measurement methods effective?	Action probably not required at observing inspector level.
5.	Does the air carrier use their process measurement results to improve their programs?	Action probably not required at observing inspector level.
6.	Are the process measurement results accessible to the FAA?	Action probably not required at observing inspector level.
7.	Does the organization that conducts the process measurement have direct access to the person with responsibility for the <element name> process?	Action probably not required at observing inspector level.
8.	Does the air carrier have the resources to support the process measurements for the <element name> process?	Action probably not required at observing inspector level.
SAI Section 6 – Interfaces		
1.	Are the following interfaces identified for the <element name> process? (Note: This is followed by a list of specific interfaces – with references to the element, subsystem or system, if applicable)	Action probably not required at observing inspector level.
2.	List any additional interfaces identified:	Action probably not required at observing inspector level.
3.	Are there written procedures for the use of air carrier personnel in the application of these interfaces?	Action probably not required at observing inspector level.
4.	Are there controls to ensure that interfaces occur?	Action probably not required at observing inspector level.
5.	Are the interfaces between the <element name> process and other processes treated consistently in the Manual(s)?	Action probably not required at observing inspector level.